

**Approval Disclosure Statement**

**This institution is approved to operate by the State of California Bureau for Private Postsecondary Education (BPPE) in compliance with state standards.**

**Affiliations / Vocational Training Contractors**

CA Dept of Health Care Services/ LFS (DHS).  
CA Public Health Services (PHS) CA  
Indian Manpower Consort (CIMC) CA  
License Test Center-Phlebotomy Tech, etc. BVNPT  
(LVN & Psychiatric Tech)  
County of Riverside EDA  
County of San Bernardino CalWORKs City of San Bernardino One-Stop Career Centers  
CA EDD-ETPL  
National Commission for Cert. of Crane Opr. (NCCCO)

**History**

Mission Career College, LLC located at Mission Career College located at 9731 Magnolia Avenue, Riverside, CA 92503-3901 was founded February 22, 2006.

We provide training to residents of Riverside, San Bernardino, Orange and San Diego Counties. The latest teaching methods, curriculum and equipment are carefully researched and continuously updated to offer student quality training.

Class Schedule:  
Morning, Afternoon, Nights and Weekends.

Class Times:  
Morning M-F 9 AM-2 PM  
Afternoon M-F 1 PM -6 PM  
Nights M-F 6 PM-10 PM  
Weekends F 6 PM-10 PM, Sat & Sun 8AM-5:30 PM

“MCC is an approved National Certification Examination Test Center (NCCT)”. Exams are scheduled weekly”. “*Examination* can be taken at MCC Computer Laboratory’s”. Call for Appointment Date/Time.

**NO HIGH SCHOOL DIPLOMA REQUIRED**

(Most Programs)

**FINANCIAL ASSISTANCE**

**EDD, WIA, W-t-W, REHAB, VA, CIMA, CalWORKs’s, ETP/ETPL, ETPL-Riverside**

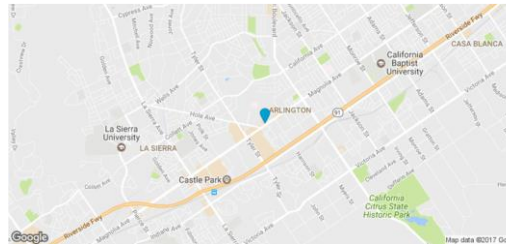
**MCC does not offer Title IV Funding**

(Available For Those Who Qualified)

**JOB PLACEMENT ASSISTANCE**

**FOR**

**ALL GRADUATES**



**Mission Career College**

**9731 Magnolia Avenue  
Riverside, CA 92503-3901  
Phone: 951-688-7411  
Fax: 951-688-7412  
E-mail [missioncollege@att.net](mailto:missioncollege@att.net)**

**[www.missioncareercollege.com](http://www.missioncareercollege.com)**

**Phone: (951) 688-7411**



**Acute Care Nurse Assistant**



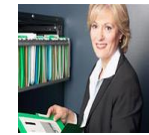
**Certified Nurse Assistant**



**Certified Medical Assistant**



**CPR/First Aid**



**Computer Office Specialist**



**EKG/ECG/ Cardiac Technician**



**Home Health Aide**



**Monitor Technician**



**Phlebotomy Technician**



**Solar Photovoltaic Installer**



**Water Treatment/Distribution/Wastewater Operator Levels 1**

**Acute Care Nurse Assistant** This 4.7 Semester Credit (90 clock hours) course is designed to prepare students who are Certified Nursing Assistants for employment in an acute care facility. The competency-based curriculum provides a review of nursing assistant skills with emphasis placed on specialized acute care areas such as medical, surgical, orthopedic, pediatric, and obstetrical units. This course includes both classroom instruction and clinical practice. At the completion of the course, students will demonstrate knowledge of skills required to assist the nurse in providing nursing care and service to the patient in an acute care setting. Basic academic, communication interpersonal, and problem solving skills are reinforced throughout the course

**Certified Medical Assistant** This 24.3 Semester Credit Unit (420 clock hours) program requires 7.5 weeks of training and provides many administrative duties including answering phones, greeting patients, updating medical records, filling out insurance forms, scheduling appointments, arranging for hospital admission, laboratory services, handling billing and bookkeeping. Clinical duties may include taking medical histories and recording vital signs, explaining treatment procedures to patients, preparing patients for examination, and assisting the physician during the examination.

**Certified Nurse Assistant** This 9.3 Semester Credit Units (160 clock hours) course requires 4 weeks of training that trains you to provide quality care to residents in long-term care facilities and professional organizations requiring the staffing needs of a CNA. It consists of 60 hour theory and 100 hours of clinical practical training focused on all aspects of residential care on the Six Principals of Care. Upon successfully completing the course of 100 supervised clinical hours and 60 theory /lab hours along with passing the Nurse Assistant course exam you will qualify to take the State Competency Test (CEP) to be a Certified Nurse Assistant (CNA).

**CPR/First Aid** This .5 Semester Credit Unit (6 clock hours) program requires ½ day of training. CPR includes adult, child, infant CPR and choking maneuvers, as well as heart attack and stroke information. First Aid includes basic emergencies (such as but not limited to bleeding, fractures, heat/cold emergencies, drowning, seizures, diabetic emergencies and shock/trauma.

**Computerized Office Specialist** This 54.0 Semester Credit Units (720 clock hours) program requires 30 weeks of training. The office specialist program is helping meet the demand for qualified and knowledgeable people in the modern workplace. Office specialist and administrative assistants are responsible for a variety of administrative and clerical duties necessary to run an organization efficiently. They serve as an information manager for an office, plan and schedule meetings and appointments, organize and maintain paper and electronic files, manage projects, conduct research, and provide information by using the telephone, postal mail, and e-mail.

**EKG/ECG Technician** This 3.2 Semester Credit Units (32 clock hours) program requires 4 days of training. EKG Technicians are responsible for performing electrocardiogram tests in hospitals and physician offices. These tests are used to monitor and record electrical impulses transmitted by the heart. This course provides the student with instructions for collecting information and data about a patient's heart using electrocardiography. Topics include: medical terminology, anatomy and physiology, identifying heart rhythms, and operation of a 12 lead electrocardiograph machine.

**Home Health Aide** This 2.8 Semester Credit Units (40 clock hours) course requires 1 week of training that prepares the CNA for certification as a home health aide by DPH. It allows the home health aide to function as an entry-level worker on a health care team in a home health agency. The course is structured to provide knowledge and skills to function as a home health aide. (Prerequisite – CNA 101)

**Monitor Technician** This 2.8 Semester Credit Units (32 clock hours) program requires 3 days of training. Monitor Technicians are responsible for the recognition and management of dysrhythmias. The monitor technician class prepares the technician to interpret both normal and abnormal cardiac rhythms. The monitor technician often works in units such as Intensive care, Telemetry and Cardiac units. The technician is also responsible for observing, documenting, and reporting cardiac rhythms on monitored patients.

**Phlebotomy Technician** This 6.0 Semester Credit Unit (89 clock hours) program requires 3.2 weeks of training and provides the necessary knowledge, skill and attitude development. This is a study of blood specimens from health care clients for the purpose of testing and analysis. The course is comprised of a series of lectures, conferences and clinical experiences specifically designed for phlebotomy training. Successful completion of the course will allow students to sit for the National Phlebotomy Certification (NCCT) examinations.

**Solar Photovoltaic Installer** This 5.7 Credit Units (80 clock hour), 2 week-long course covers the design and installation of photovoltaic (PV) systems, and involves actual hands-on work with PV systems and equipment. This program is intended for contractors, electricians, utilities, engineers and other practitioners, with an overall goal of developing "system-knowledgeable" professionals to help ensure the safety and quality of PV system installations.

**Water Technology Management Level 1** This 17.7 Semester Credit Units (246 clock hours) course requires 12 weeks of training and provides an introduction to treatment, distribution and water treatment plant operations in accordance with the Safe Drinking Water Act (SDWA). Special emphasis is given to implementation of the Surface Water Treatment Rule through USEPA approved filtration technology. Subject matter includes major provisions of the SDWA and its amendments; basic water chemistry; source water assessment; conventional treatment processes; treated water stability; waterborne diseases; public health protection; and an introduction to math skills equivalent to those required of State of California Grade I water treatment/distribution/wastewater operators. This class is helpful to those preparing for the Grade Level T/D/WW-I state examination.

### **Other Programs**

- Chemical Dependency Counselor (ADC)
- EKG Technician (Cardiac Technician)
- English as a Second Language-ESL
- Forklift Operator
- Massage Therapy
- Medical Assistant Administrative/Clinical
- Medical Terminology
- Mobile Crane Operator-NCCCO Cert
- Pharmacy Technician
- Restorative Nurse Assistant (RNA)
- Tower Crane Operator